

#### **Mission Statement**

"To develop and implement progressively sound planning principles in a professional and courteous manner"

#### Prepared for

### City of Kingman

#### **Common Council**

Mayor John Salem
Vice-Mayor Robin Gordon
Council Member Richard Anderson
Council Member Erin Cochran
Council Member Keith Walker
Council Member Janet Watson
Council Member Carole Young

#### Planning & Zoning Commission

Chair Matt Ladendecker
Vice-Chair Allen Mossberg
Commission Member Vickie Kress
Commission Member Bill Lacy
Commission Member Scott McCoy
Commission Member Kathleen Murray
Commission Member Sandi Reynolds
Commission Member Craig Schritter



#### By the Development Services Department:

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### **Planning & Zoning Retrospective**

**R**EPORT FROM THE DEVELOPMENT SERVICES DIRECTOR ON THE STATE OF THE GENERAL PLAN AND DEVELOPMENT ISSUES IN THE CITY OF KINGMAN FOR DURING THE CALENDAR YEAR OF 2011.

The economy is improving, but only slightly. Sales tax revenues increased during the year. The City received more inquiries and held more conferences with developers concerning commercial projects toward the latter part of 2011.

The Kingman Regional Medical Center constructed a new clinic on Mission Boulevard and Hualapai Mountain Road. McDonalds constructed a new restaurant and begin remodeling the existing freestanding restaurant. WalMart did a \$1 million renovation of their store. Plans were approved, but the permit was not secured until 2012 on a new Carls Jr. restaurant. The Flying J Travel Stop renovated its store to include a Denny's restaurant. The First Value Inn at 3270 Andy Devine Avenue was torn down so a truck wash could be constructed. Construction on the truck wash did not begin in 2012.

Foreclosures continue to severely affect the residential construction industry. The new single-family residential permit activity in 2011 was 36 permits, which is just one more permit than in 2010, therefore, 2011 was the second lowest since the City began reporting building permit activity in 1980. The all time highest year for new housing starts was 2005 with 910 new housing starts.

The General Plan remained intact with great opportunity for residential and commercial development. The City did not process any general plan amendments in 2011.

The City continues to work toward the development of additional interchanges on I-40. The design of the Rancho Santa Fe Parkway (Rattlesnake Wash) interchange started in 2008 and the design to the 95-percent completion stage was completed in 2010. Three unsuccessful grant applications were prepared and submitted to the U.S. Department of Transportation for funding of this project through the Transportation Investment Generating Economic Recovery (TIGER) Program of the American Recovery and Reinvestment Act of 2009 (ARRA). The City has been seeking 70-percent funding for this project from the State of Arizona Department of Transportation, but severe funding cuts in the State of Arizona has delayed the funding of this project further and the City has not identified how it will secure the needed \$10.7 millions in funding to meet its obligation to complete the portions of Rancho Santa Fe Parkway that are not a part of the interchange, but required for the project to be approved.

The Design Concept Report (DCR) for the Kingman Crossing interchange was approved in 2010. An application to the U.S. Department of Transportation to fund this project through the TIGER III grant program was also submitted in 2011 with a commitment from the major landowner to the north for a \$5,000.000 match. This application, along with all other applications in the State of Arizona was unsuccessful.

The City considered one rezoning case during 2011 that would allow a portion of a real estate office on Stockton Hill Road to be used as a gun training facility. The Planning and Zoning Commission recommended denial and the City Council did not approve this rezoning request.

There were no new subdivision plats approved in 2011. The Memorial Peterson subdivision's infrastructure was completed in 2011 and expected to be accepted by the City Council in 2012.

The City of Kingman completed one annexation in 2011. The annexation process was completed for an area east and north of the proposed Rancho Santa Fe Parkway interchange on I-40. The annexation process was completed when the City Council passed the Ordination of Annexation, for Sections 1 and 12, and a portion of 13, T.21N., R.16W. This annexation included a portion of Section 13, which is Bureau of Land Management controlled land, on both sides of the I-40 right-of-way. Infrastructure and service expansions and access in to the area are the major challenges. The area is primarily undeveloped, with a few scattered houses, and a gravel pit. City zoning of R-R: Rural Residential has been applied to the area, including private actions on BLM property. There are no water lines currently available for extensions in the area and, the closest sewer line is at least 2.0 miles away. Airway Avenue serves the annexation area but is unimproved. At the time of annexation there were 112 individual properties in the area with 86 property owners. Currently fire service into the area is primarily from Station 4 on Eastern and Karen or via Airway Avenue.

There were no street abandonment requests in 2011.

The Board of Adjustment did not hear any cases in 2011. The Board of Adjustment has six vacancies due to terms and commissioners expiring. One case in 2009, which was an appeal of the zoning administrator's decision concerning the reconstruction of two non-conforming billboards at 1301 E. Andy Devine Avenue was upheld by the Board of Adjustment but overturned by the Superior Court.

The Clean City Commission continues to conduct its outstanding programs consisting of its Roving Dumpster Program, Arbor Day projects, Adopt-a-Highway, Plastic Bag Recycling, Kingman EZ Recycling Program/America Recycles Day, and Adopt-a-Block. The CCC introduced the cloth grocery bag program. The Clean City Commission also continues to recognize individuals and groups who have voluntarily done something to beautify Kingman with its presentations of the Certificates of Appreciation at City Council meetings. The CCC endorsed Rock and Roll Paint-a-Thon which was sponsored by Rebuilding Together and it consisted of the painting of three homes in the Kingman area by volunteer teams recruited by CCC members, city staff, and WACOG.

In 2011 there were a total of nine new Conditional Use Permit (CUP) cases that were considered by the Planning & Zoning Commission and City Council. One additional case was withdrawn before it was heard. Additionally there were three 1-year reviews of CUPs that were originally approved in 2010.

The Historic Preservation Commission had a downtown development strategy funded in 2010 and this project was completed in September 2011. Implementation of this study is underway.

The City made a very significant growth management policy statement in 2011 by mandating that all new subdivisions had to connect to the wastewater system. This policy was put in place with the adoption of Ordinance #1710 on July 5, 2011. There are several subdivisions that have already been approved but not developed that will not be connected to the sewerage system. However, this policy will discourage sprawl within the corporate limits and help reduce the amount of future utility lines and roads that will need to be maintained while accommodating the City's growing population demands. The City Council approved seven zoning text amendments in an effort to boost the City's economy and meet the State mandates.

During 2011, the City continued to utilize the Community Development Block Grant Program (CDBG) in its efforts to benefit low and moderate income individuals throughout the community. The program's success in implementing these projects played a role in community development and General Plan implementation. The 2010-2011 regional account for CDBG funding from the Arizona Department of Housing totaled \$586,845 for the contract period beginning December 2010 through December 2012. The City Council elected to fund three projects including; the City's on-going Housing Rehabilitation Program with \$40,512; sewer and water line improvements (projects A & B) with \$481,703; and a fire suppression system at the Boys and Girls Club with \$64,630.

Operating under the Parks and Recreation Department, the Kingman Historical Preservation Commission continues to reach out to the community with efforts of historic preservation information, guidance and leadership as well as making recommendations to the City Council on preservation issues.

The commission provides guidance and input to the city manager and staff relating these and other downtown historic improvements. The Commission continues to update the City's Historic Properties Inventory list, documenting any changes that could affect the property's historic eligibility.

During 2011, this commission worked diligently on the Arizona Centennial celebration and has planned and developed various activities around Kingman to celebrate Arizona's 100<sup>th</sup> birthday. The commission developed and marketed a commemorative calendar to recognize and celebrate Arizona's history here in Kingman.

The commission was also instrumental in the development and completion of the City's Downtown Development Strategy which was completed in September. Other Historical Preservation activities include the continuance of the two Historic Preservation committees. The Historic Overlay Boundaries committee and the Historic Design Review committee. Both of these committees meet as needed when cases arise regarding Historic Overlay Boundary issues or Historic Design issues. No cases were brought to these committees during the last year.

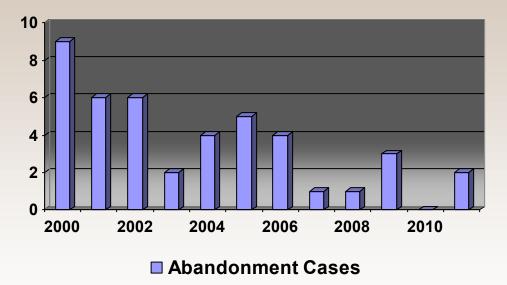
The Historic Preservation Commission also works closely with Downtown Merchants Association and the downtown property owner's group to identify local historic issues and develop solutions to these issues. The Historical Preservation Commission is made up of local volunteers who have discovered the satisfaction and gratification of helping to preserve this community's historic integrity and character.



### ABANDONMENT CASE SUMMARY CHART

In 2011 there were two abandonment requests that were submitted for review. One of the cases only required a review by the City Council as the easement location was outside of the city limits of Kingman. The other case was reviewed and approved by both the P&Z Commission and the City Council. The cases are outlined in the table below. (See Reference Map 2) A chart below the table indicates the trend in abandonment cases since 2000.

	Case/ Month	Applicant & Owner	Request	Location	Size	Commission & Council
1	AB11-001 March	KUSD #20/ City of Kingman	Extinguish public easement for solar array project at La Senita School	3175 Gordon Drive	50 feet wide	Council Approved
2	AB11-002 December	Maverik Inc. / MPM Investments, LLC	Extinguish public easement	SE Corner of E. Andy Devine Avenue and Airway Avenue	50 feet wide	P&Z Approved Council Approved



### Annexation Activity in 2011

The City of Kingman completed one annexation in 2011. The annexation process was completed for an area east and north of the proposed Rattlesnake Wash interchange on I-40. This proposed interchange is now called Rancho Santa Fe Parkway The annexation process was completed when the City Council passed the Ordination of Annexation, for Sections 1 and 12, and a portion of 13, T.21N., R.16W. This included a portion of Section 13, which is Bureau of Land Management controlled land, on both sides of the I-40 right of way. The City Council held the required public hearings, considered the municipal service policy resolution and then obtained the signatures of over one half of the owners in the area, who represent more than one half of the valuation in the area. All procedures were in accordance with Arizona Revised Statutes.

Infrastructure and service expansions and access in to the area are the major challenges. The area is primarily undeveloped, with a few scattered houses, and a gravel pit. City zoning of R-R: Rural Residential has been applied to the area, including private actions on BLM property. There are no water lines currently available for extensions in the area and, the closest sewer line is at least 2.0 miles away. Airway Avenue serves the annexation area but is unimproved. At the time of annexation there were 112 individual properties in the area with 86 property owners. Currently fire service into the area is primarily from Station 4 on Eastern and Karen or via the Airway.



# MEMORABLE COMMENT MADE AT A PLANNING & ZONING COMMISSION MEETING:

"My Kids are honest attorneys and I will never cheat anybody"

### **BUILDING PERMITS**

The Development Services Department along with the Engineering Department, Public Works Department and Fire Department reviews all building permit applications. The table below lists the type and number of all building permits issued in 2011. The past residential overbuilding in the mid portion of the decade continues to severely impact new housing starts. The city began keeping a record of permit activity in 1980. The lowest year for new housing starts was 2010 with only 35 permits, 2011 only exceeded 2010 by one more permit, which means there were only 36 permits (2.85-percent increase).

### All Building Permits Issued in 2011

PERMIT TYPES	NUMBER OF	VALUATION
RESIDENTIAL (NEW)	36	\$6,263,528.74
RESIDENTIAL (ALL OTHERS)	164	\$2,466,575.30
COMMERCIAL & PUBLIC (NEW)	6	\$1,895,055.87
COMMERCIAL & PUBLIC (ALL OTHERS)	102	\$8,096,225.92
TOTAL	308	\$16,721,385.83

The table on the following page shows the trend in permits issued only for NEW residential, commercial and public buildings in the City of Kingman since 1980.

Year	Residential	\$ Value \$	Commercial	\$ Value \$	Public	\$ Value \$
1980	148	\$5,337,280	13	\$2,118,444	2	\$119,000
1981	115	\$3,688,588	14	\$1,180,797	1	\$1,800,000
1982	66	\$2,112,600	24	\$4,781,894	1	\$90,000
1983	78	\$4,159,103	17	\$1,324,567	0	\$o
1984	93	\$3,417,457	14	\$7,309,255	2	\$614,500
1985	133	\$5,900,159	16	\$1,578,150	0	\$o
1986	109	\$4,118,211	16	\$5,715,428	0	\$o
1987	143	\$8,844,280	11	\$1,549,975	0	\$o
1988	137	\$6,814,052	11	\$4,353,277	0	\$o
1989	147	\$7,451,505	22	\$4,244,063	0	\$o
1990	200	\$9,908,971	15	\$3,152,814	0	\$o
1991	138	\$6,586,415	17	\$2,676,206	2	\$539,182
1992	158	\$10,093,819	10	\$14,305,777	0	\$o
1993	195	\$11,636,831	16	\$7,284,392	0	\$o
1994	269	\$21,341,522	22	\$3,365,745	5	\$295,500
1995	261	\$20,331,969	16	\$4,230,760	0	\$o
1996	302	\$22,518,465	13	\$6,565,918	2	\$364,716
1997	289	\$23,582,831	17	\$7,027,439	3	\$2,147,819
1998	276	\$22,500,161	17	\$8,638,683	3	\$2,476,617
1999	271	\$21,707,217	16	\$2,994,188	1	\$83,518
2000	190	\$17,150,847	17	\$3,815,485	3	\$117,878
2001	240	\$21,531,868	23	\$7,271,645	1	\$7,900
2002	304	\$27,540,821	27	\$15,187,541	1	\$2,383,531
2003	419	\$38,643,808	21	\$6,957,950	4	\$452,967
2004	644	\$54,913,541	28	\$24,623,863	2	\$8,573,242
2005	910	\$100,852,079	24	\$11,652,882	2	\$62,343
2006	319	\$50,094,481	29	\$16,224,437	2	\$4,940
2007	190	\$31,226,111	26	\$7,034,397	2	\$8,430
2008	103	\$16,643,305	17	\$58,604,364	2	\$56,000
2009	56	\$9,829,040	7	\$7,613,032	6	\$57,662,456
2010	35	\$6,901,471	0	0	2	\$21,008,430
2011	36	\$6,263,529	5	\$1,895,056	1	-0-

# MAJOR COMMERCIAL AND PUBLIC PROJECTS

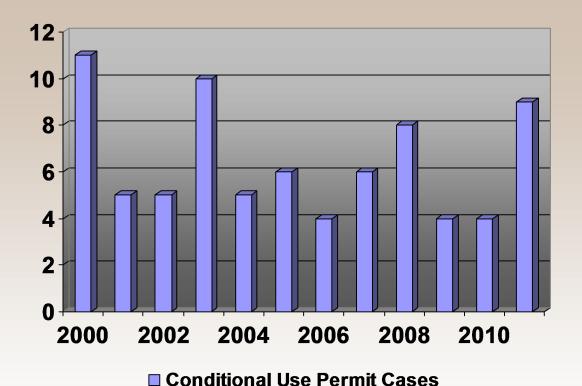
The following major commercial and public projects received building permits in 2011 and construction was either underway or complete by end of the year. The permit year listed is based on when the building permit was actually issued by the City. Commercial development was limited to mainly renovation projects, the largest of which was the remodeling of the Wal-Mart Store. A new McDonald's restaurant on Stockton Hill Road and the KRMC Mountain Shadows Clinic on Mission Boulevard and Hualapai Mountain Road were the major new construction projects of the year. See Reference Map 1 for locations.

#	Project/ Permit Year	Location
1	WalMart Renovation	3396 Stockton Hill Road
2	Office/Warehouse	2328 Kingman Avenue
3	KRMC Mountain Shadows Clinic	Mission Blvd. & Hualapai Mtn Rd
4	McDonalds	3431 Stockton Hill Road
5	Superior Tire – Solar Photovoltaic Cells	4020 Stockton Hill Road
6	Electro-coagulation Wastewater Plant	3001 Eastern Avenue
7	Denny's @ Flying J Truck Stop	3300 Andy Devine Avenue
8	City of Kingman 911 Dispatch Center	429 E. Beale Street



### CONDITIONAL USE PERMIT CASE SUMMARY CHART

In 2011 there were a total of nine new Conditional Use Permit (CUP) cases that were considered by the Planning & Zoning Commission and City Council. One additional case was withdrawn before it was heard. Additionally there were three 1-year reviews of CUPs that were originally approved in 2010. These cases are outlined in the table on the following page. (See Reference Map 1) The chart below shows the trend in the number of Conditional Use Permit cases since 2000.



	Case/ Month	Applicant/ Owner	Request	Location	Size	Commission & Council Action
1	CUP11-001 January	Dana Morse/ Suresh & Chandrakala Patel	Double-Bay Truck Wash Facility in C-3	3270 E. Andy Devine Ave.	2.18 ac	CUP withdrawn by applicant
2	CUP11-002 March	James & Nicole McClure/ David & Laura Becker	Regulated Day Care Facility in R-2 district	2007 Los Angeles Street	5,000 s.f.	P&Z Approved Council Approved
3	CUP11-003 March	John & Shari Morotti	Off-Premise Sign in C-3	Beverly Ave east of Ruther- ford St.	2.30 ac	P&Z Denied Council Approved
4	CUP10-002 1 yr review April	Architectural Resource Team/ St. Mary's Church	Commercial park- ing lot for church in R-2	NW Corner of Spring and 3 <sup>rd</sup> Street	0.32 ac	CUP expired
5	CUP10-003 1 yr review June	UNS Electric, Inc.	Above ground fuel tank	2290 Airway Avenue	7.6 ac	CUP allowed to continue
6	CUP11-004 June	William & Linda Cockey/ Joe Ott	Indoor/Outdoor Swap Meet in C-3	2630 Airway Ave	2.96 ac	P&Z Approved Council Approved
7	CUP11-005 July	Cameron Broadcasting, Inc.	190-ft tall communication tower in C-2-HMR	218 Jackson St	2.94 ac	P&Z Approved Council Approved
8	CUP10-004 1 yr review July	Journey Church/ KUSD #20	Hold church services in White Cliffs Middle School	3550 Prospector Street	46.88 ac	CUP allowed to continue
9	CUP11-006 August	Lamar Adver- tising/ RJ Bar Corp	Off-Premise Sign Replacement in C-3	E. Andy Devine Ave at 10 <sup>th</sup> St.	0.29 ac	P&Z Approved Council Approved
10	CUP11-007	Living Word Lutheran Church/KUSD	Hold church services inside Manzanita School	2601 Detroit Ave	33.5 ac	CUP withdrawn before P&Z hearing
11	CUP11-008 September	Peggy Sides/ Joe Ott	Indoor/Outdoor Swap Meet in C-3	2630 Airway Ave	2.96 ac	P&Z Approved Council Approved
12	CUP11-009 October	C. David & Lois B. Cooley	Firearms Training Class in C-1	2916 Stockton Hill Road	0.15 ac	P&Z Approved Council Approved
13	CUP11-010 November	Peter A. Ernst/ Manzanita Baptist Church	Preschool at church in R-2	2040 Golden Gate Avenue	0.92 ac	P&Z Approved Council Approved

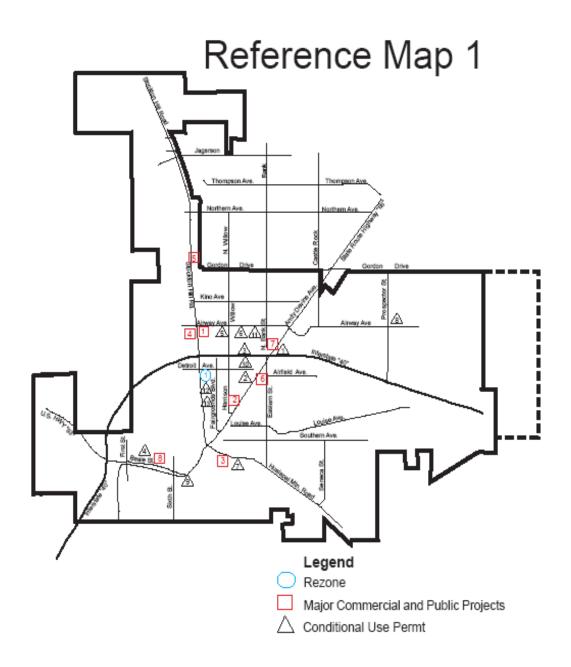
# 2011 GENERAL PLAN AMENDMENTS

There were no general plan amendments processed in 2011 by the City of Kingman.

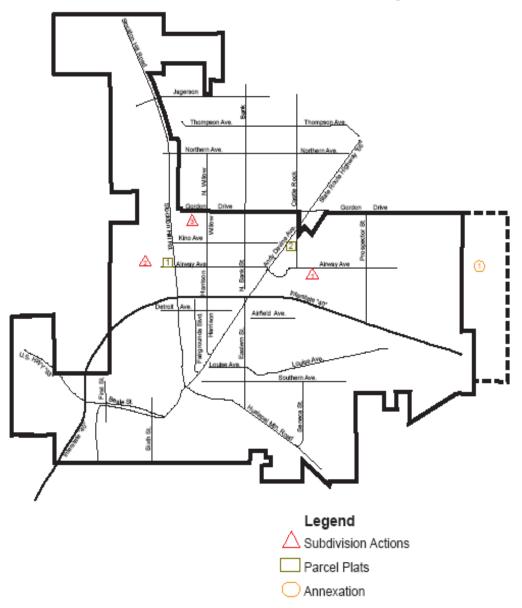


# Memorable Comment Made at a Planning & Zoning Commission Meeting:

"The Sign will be bright, but not glaring bright!"



# Reference Map 2

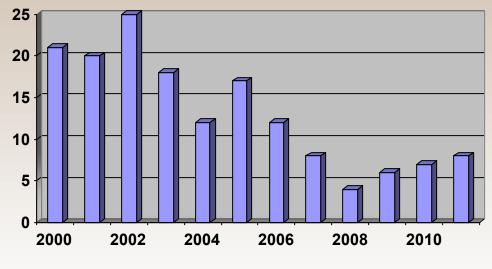


### MANUFACTURED HOUSING CASES AND LOCAL GOVERNMENT CLEARANCES FOR STATE LICENSES

Local Government Clearances for the set-up or relocation of any manufactured buildings within the municipal limits of the City of Kingman are reviewed and approved by the Planning and Zoning Division. This includes manufactured homes and other factory-built buildings. The City does not charge a processing fee to obtain a Local Government Clearance. However, normal permitting fees are applied in cases of new manufactured homes. Replacements of manufactured homes are not charged any building permit fees.

The clearances allow the Planning and Zoning Division and other city departments to check properties on which manufactured buildings are to be located for proper zoning, setbacks, and utility hookups, among other things. The approvals are required before the issuance of an Installation Permit by the State of Arizona, Office of Manufactured Housing. The State Department of Building and Fire Safety, located in Phoenix, can then issue the actual permits and perform the inspections.

In 2011 there were eight manufactured home clearances approved in the City of Kingman. The chart below shows the trend in the number of manufactured housing clearances issued by the City of Kingman since 2000.

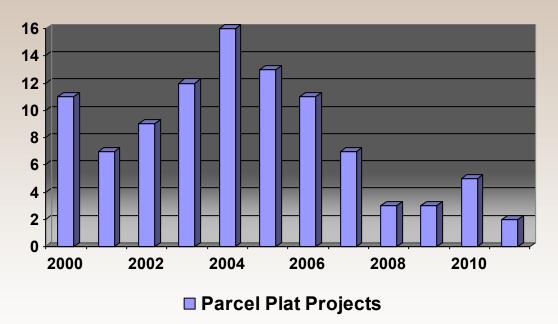


■ Manufactured Housing Clearances

### PARCEL PLAT PROJECT SUMMARY CHART

Parcel Plats are required for the minor splitting of property within the City of Kingman. Parcel plats meet the criteria in the Kingman Code of Ordinance, Section 2-146. Lot splitting that rise to the criteria of ARS Section 9-463.02, would be considered subdivisions. There were two (2) parcel plats reviewed by the Planning and Zoning Division in 2011. (See Reference Map 2) Also the chart below shows the trend in the number of parcel plat projects since 2000.

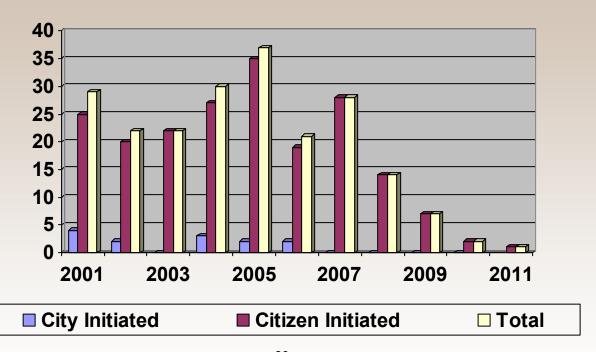
	Project	Applicant &	Request	Location	Status
	Number	Owner			
1	PP11-001	Metroland Consultants/ Kaplan Trust	Lot Split	NW Corner of Airway and Stockton Hill Road	Staff Approved Parcel plat recorded
2	PP11-02	Mohave Engineer- ing Associates/ Ocean Six	Lot Split	E. Andy Devine Avenue near Castle Rock Road	Staff Approved Parcel plat recorded



## 2011 REZONING CASE SUMMARY CHART

In 2011 there was one rezoning request that was reviewed by the Planning & Zoning Commission and City Council. This case is outlined in the table below. (See Reference Map 1)

	Case/ Month	Applicant & Owner	Request	Location	Size	Commission & Council
1	RZ11-001 June	C. David Cooley	C-1 to C-2	2916 Stockton Hill Road	15,400 sq. ft.	P&Z Denied Council Denied



## 2011 STREET IMPROVEMENT DEFERRAL CASES

In 2011 there were no new street deferral requests reviewed by the Traffic Safety Committee or approved by the City Council.



Memorable Comment Made at a Planning & Zoning

Commission Meeting:

" My puppy won't go potty because of the noise at the Fairgrounds! "

### **2011 SUBDIVISION ACTIVITY**

In 2011 there were no new preliminary subdivision plats reviewed by the Planning and Zoning Commission and City Council. This is the second year, along with 2010, in which this situation has occurred. In comparison there were three preliminary plats reviewed in 2009, four in 2008, eight in 2007, 16 in 2006, 17 in 2005, 20 in 2004 and ten in 2003.

Preliminary plat approvals are effective for 24 months during which time the subdivision must receive final plat approval or an extension of time on the preliminary plat or any part thereof that has not yet received final plat approval. The Planning and Zoning Commission and City Council did not review or and approve any extensions of time during 2011. As a result some preliminary plats have expired. However, the table outlines other subdivision actions taken in 2011.

#### Subdivision Actions During 2011 (See Reference Map 2)

	Subdivision Name	Tract	Action Taken	Map Location (Red)	Status
1	Kingman Crossing	1993-A	Modified Assurances		Council Approved
2	Memorial Peterson	6022	Extended Assurances		Council Approved
3	Walleck Ranch	1961-H	Partial Assurance Release		Council Approved
	Total Acti	3			

A large number of subdivisions developed during the boom, are in various stages, but appear to be stagnant. Foreclosed subdivisions have been common in Kingman in the last few years. The actions taken above represent efforts by banks, title companies, the City itself and bankruptcy courts to resolve difficult subdivision issues. The entire matter of assurances as part of the Subdivision Ordinance may be an appropriate issue for Commission discussion in the next few years in view of the impact of the housing and subdivision bust.

# **2011 Zoning and Subdivision Ordinance Text Amendments**

The City made a very significant growth management policy statement in 2011 by mandating that all new subdivisions had to connect to the city wastewater system. This policy was put in place with the adoption of Ordinance #1710 on July 5, 2011. There are several subdivisions that have already been approved but not developed that will not be connected to the sewerage system. This policy will discourage sprawl within the corporate limits and help reduce the amount of future utility lines and roads that will need to be maintained while still accommodating the City's growing population demands.

In addition to above described text amendment change to the Subdivision Ordinance, the P&Z Commission and the City Council reviewed and approved nine zoning text amendments between December, 2010 and December 2011 in an effort to boost the City's economy and to meet the State mandates. These amendments are noted in the table on the following page.



Memorable Comment Made at a Planning & Zoning

Commission Meeting:

"That Billboard is so high you don't notice it! "

			Commission	Council
Case	Applicant	Description	Action	Action
ZO10- 006	John Morotti	Amend Section 25.000: Sign Code, Subsection 25.600 Off-Premise Signs to allow the placement of off-premises signs between the point of beginning of the taper of the exit ramp through the point ending of the taper of the entrance ramp on each side of a traffic interchange within the Interstate Corridor.	On December 14, 2010 recommended approval with a 4 to 3 vote.	Approved Ordinance #1696 on January 4, 2011 with a 6 to 1 vote.
ZO10- 007	City of Kingman	Eliminated the Pet and Domestic Animal regulations contained in Section 23.000 of the Zoning Ordinance and replaced these regulations with the animal control regulations in the City Code.	On December 14, 2010 recommended approval with a unanimous vote.	Approved Ordinance #1695 on January 4, 2011.
ZO11- 001	City of Kingman	Defining and establishing regulations for medical marijuana dispensaries in the City.	On March 8, 2011, recommended ap- proval with a unani- mous vote.	Approved Ordinance #1700-B on April 5, 2011.
ZO11- 002	City of Kingman	Defining and establishing regulations for public assembly land uses in the City.	On May 10, 2011, recommended ap- proval with a unani- mous vote.	Approved Ordinance #1703 on June 7, 2011.
CI11- 001	City of Kingman	Amend Section 4.9 of the Subdivision Ordinance to mandate that all new sub- divisions must connect to the city waste- water system.	On June 14, 2011 P&Z Commission directed staff to pre- pare text amend- ment	Approved Ordinance #1710 on July 5, 2011.
ZO11- 003	City of Kingman	Amend Sections 2.000 and 8.000 regarding Fairgrounds definition and uses.	On May 10, 2011 recommended ap- proval with an unanimous vote	Approved Ordinance #1704-A on July 19, 2011.
ZO11- 004	City of Kingman	Amend Section 24.220 regarding home occupations in multiple family dwellings.	On May 10, 2011 recommended ap- proval with a unani- mous vote.	Approved Ordinance #1705 on June 7, 2011.
ZO11- 005	City of Kingman	Eliminating Section 20.240 Noise, and Section 20.250 Noise at Zone Boundaries, to avoid with confusion and conflict with the noise regulations in the City Code.	On July 12, 2011, recommended ap- proval with a unani- mous vote.	Approved Ordinance #1713 on August 2, 2011.
ZO11- 006	City of Kingman	Amend Section 25.400 Temporary Signs to permit the State mandated allowance of political signs in City rights-of-way.	On September 13, 2011, recommended approval with a unanimous vote.	Approved Ordinance #1720 on October 4, 2011.
ZO11- 007	City of Kingman	Amend Section 16.000 Light Industry Zone to allow "Wastewater Treatment Plant, Electro-coagulation closed loop system only".	On September 13, 2011, recommended approval with a unanimous vote.	Approved Ordinance #1719-A on October 4, 2011.

### **2011 BOARD OF ADJUSTMENT**

The Board of Adjustment is charged by Arizona law to hear requests for variances and appeals regarding the interpretations of the Zoning Ordinances. The statutory standard for variances requires an unusual circumstance related to the <u>property</u>, not a personal or financial concern of the applicant. Further, a property owner cannot ask for relief from a self imposed problem. The most common example of self imposed hardships is where a home owner builds an addition to her house that violates the Zoning Ordinance, with an unlicensed contractor, and fails to get a building permit. The variance is not allowed to bestow a special privilege to the property owner that others in the neighborhood cannot have. The Board of Adjustment did not hear any new cases during the calendar year of 2011.

Board members who served in 2011 were: Tom Christensen, Bob Budd, Bill Goodale, Joanne Marquez and Bob Tinnell.



Memorable Comment Made at a Planning & Zoning

Commission Meeting:

" How Retroactive is a Temporary Sign? "

### CLEAN CITY COMMISSION 2011 ANNUAL REPORT

The nine-member Clean City Commission (CCC) was established in 1986 to make recommendations to the Kingman City Council pertaining to refuse and environmental management policies of the City. Council member Robin Gordon was the Council Liaison from January-June 2011. Council member Erin Cochran was the Council Liaison from July-December 2011. Richard Ruggles, Principal Planner, is the staff liaison. Mike Rumsey served as chair-person and Cindy Burden served as vice-chairperson throughout 2011. Other commission members that served during 2011 included, Nancy McBride, Janice Palmer, Joan Cates-Jacks, Kelly De Maio, Steve Jacobson, and Marianne Van Hasselt.

The CCC projects and programs that took place this year include the following:

Community Clean-up aka "Roving Dumpster" Program: The Clean City Commission conducts clean-ups by making roll-off containers available to the public on a periodic basis at the Mohave County Fairgrounds. The purpose of the program is to provide area residents with a free trash drop-off point in order to reduce the problem of wildcat dumping in the area. The containers are manned by CCC members, various volunteers, work crews from the prison, and City Sanitation personnel. Residents may drop off bagged household trash, yard waste, tires without rims, and items for recycling such as metals including certain appliances.

In 2011 the CCC held a total of three clean-ups at the Mohave County Fair-grounds in February, April and October. These clean-ups collectively removed 135.17 tons of trash. Since the program's inception in 2002, 47 clean-ups have been held which have removed 1,109 tons of trash, assuring that the trash was properly disposed of instead of potentially ending up in illegal wildcat dumps. In past years, the CCC partnered with the Kingman Fire Department and Mohave County Public Works Department to hold a joint clean-up that accepted not only trash but also household hazardous waste. However, in 2011 two Household Hazardous Waste events were held at separate times from the Community Clean-up.



Adopt-a-Block: Beginning in 2009, the Clean City Commission established an Adopt-a-Block Program which is modeled after ADOT's Adopt-a-Highway program. Under this program, civic and community groups, business organizations and families in Kingman may adopt specific streets to help reduce litter along our roadways. The Adopt-a-Block Program asks for a two year commitment from organizations to pick up litter along the sides of designated roadways a minimum of two times per year. Organizations may pay for signs to be posted along their adopted block giving the organization credit for the area. As of the end of 2011 we have 12 adopting groups which have adopted approximately 9 miles of roadway in Kingman. There were a total of nine clean-ups that were reported to be conducted by these groups in 2011.

Adopt-a-Highway: The CCC held its annual ADOT Adopt-a-Highway clean-up in April along its two mile portion of E. Andy Devine Avenue north of I-40.

<u>Public Awareness and Beautification Subcommittee:</u> The CCC formed the Public Awareness Subcommittee in August, 2010. The purpose the four member subcommittee is to increase community interest and knowledge in various environmental programs and other CCC activities. The subcommittee also serves as the "Tree Board" for the Tree City USA application. The subcommittee met several times in 2011.

The subcommittee was involved in purchasing two books including "You Can Save the Planet" and "Everything Kids Environment Book" to promote environmental awareness and recycling. These books were distributed to every 4<sup>th</sup> grade classroom in the Kingman area and the Mohave County Library. A public service announcement (PSA) script contest was held in the spring. High school students were asked to enter a script for a PSA in one of three categories: Recycling in Kingman, Anti-Littering in Kingman, and Going Green in Kingman. The winners of the contest received \$50 gift cards from Wal-Mart. An America Recycles Day poster contest was held in the fall in which \$100 gift cards were provided to the student winners of posters which related to recycling, reducing trash, community beautification and the benefits of trees. The subcommittee also examined the possibility of doing a landscape project in the ADOT right-of-way along E. Andy Devine Avenue adjacent to K-Mart and Bashas.

School Gardening Program/Arbor Day Activities: The CCC assisted Nina Brackett with the U of A Cooperative Extension Service by donating \$1,000 to the Mohave County School Gardening Program, \$350 for School Beautification Project Awards, and \$500 to purchase trees and shrubs for planting on Arbor Day in Kingman. The Extension Service's school gardening program provides local teachers and students with hands-on training on the basics of botany, horticulture, soil science, water conservation, and agricultural food science. Several onsite school gardens have also been created. Over 100 volunteers including those from the Cerbat Garden Club, the Kingman Master Gardeners, and many students helped to plant trees and shrubs on Kingman Arbor Day which was on March 12th at the downtown train depot. Additional tree planting activities occurred at La Senita Elementary, KAOL Intermediate, and Desert Willow Elementary.

<u>Tree City USA Application:</u> The CCC was instrumental in preparing an application for the City of Kingman to be recognized as a Tree City USA member by the National Arbor Day Foundation. The application was submitted in the Arizona State Forester in the fall and was approved. The CCC awaits word on the approval of the Tree City USA designation by the Arbor Day Foundation which is expected in early 2012.

Kingman EZ Recycling Program: In November, 2008 the Kingman Sanitation Department began the Kingman EZ Recycling Program which was kicked off by the CCC as part of America Recycles Day. This program is designed to encourage local residents to recycle. Items accepted include mixed plastic, clear plastic, mixed paper, aluminum cans, steel/tin, glass, e-waste (includes computer parts), and cardboard. Trailers for the recyclables are placed at three park locations including Southside, Cecil Davis and Centennial Park, as well as two stores, including the new Safeway and Bashas'. An e-waste container is also located at the Public Works Office to reduce theft and contamination. As of October, 2011 this program had collected 2,000 tons of recyclables so far including 661 tons in 2011 alone. This has resulted in total savings so far of \$22,110 in tipping fees in 2011 and over \$60,000 in tipping fees since the beginning of the program.

Rock and Roll Paint-a-Thon: In October, volunteers from the CCC participated in the annual Rock and Roll Paint-a-Thon which was sponsored by Rebuilding Together. This project involved the painting of three homes in the Kingman area. The homes targeted are owned by low-income elderly persons. Multiple local organizations, which provided teams of volunteers and made contributions to this effort, were awarded certificates of appreciation.

<u>Certificates of Appreciation</u>: The CCC continued to recognize individuals and groups who have voluntarily done something to beautify Kingman with presentations of the Certificates of Appreciation.



### **Historical Preservation Commission**

Operating under the Parks and Recreation Department, the Kingman Historical Preservation Commission continues to reach out to the community with efforts of historic preservation information, guidance and leadership as well as making recommendations to the City Council on preservation issues.

The commission provides guidance and input to the City manager and staff relating these and other downtown historic improvements. The Commission continues to update the City's Historic Properties Inventory list, documenting any changes that could affect the property's historic eligibility.

During 2011, this commission worked diligently on the Arizona Centennial celebration has planned and developed various activities around Kingman to celebrate Arizona's 100<sup>th</sup> birthday. The commission developed and marketed a commemorative calendar to recognize and celebrate Arizona's history here in Kingman.

The commission was also instrumental in the development and completion of the City's Downtown Development Strategy which was completed in September. Other Historical Preservation activities include the continuance of the two Historic Preservation committees. The Historic Overlay Boundaries committee and the Historic Design Review committee. Both of these committees meet as needed when cases arise regarding Historic Overlay Boundary issues or Historic Design issues. No cases were brought to these committees during the last year.

The Historic Preservation Commission also works closely with Downtown Merchants Association and the downtown property owner's group to identify local historic issues and develop solutions to these issues. The Historical Preservation Commission is made up of local volunteers who have discovered the satisfaction and gratification of helping to preserve this community's historic integrity and character.

Should you have any questions about this commission's activities, please feel free to attend a meeting, held every other month (odd numbered months, i.e January, March etc) on the third Tuesday at 5:30 pm in the City Council Chambers.

## 2011 Community Development Block Grant (CDBG) Projects and Progress

During 2011, the City continued to utilize the Community Development Block Grant Program in its efforts to benefit low and moderate income individuals throughout the community. The program's success in implementing these projects plays a role in community development and General Plan implementation throughout the year.

Regional Account CDBG funding for 2010-2011 from the Arizona Department of Housing totaled \$586,845 for the contract period beginning December 2010 through December 2012. The City Council elected to fund three projects including; the City's on-going Housing Rehabilitation Program with \$,40,512, sewer and water line improvements (projects A & B) with \$481,703, and a fire suppression system at the Boys and Girls Club with \$64,630.

The City's Housing Rehab program continues to solicit clients through various media and accepts applications on an on-going basis. Because our grant contracts take place over a two year term, individual housing rehab projects funded under the current contract began in February 2011 and will continue through October, 2012

As of December 31, 2011 this department has completed 4 housing rehab projects for a total of approximately \$18,000. Projects are focused in the downtown and Cecil Davis areas but also include homes throughout the City. Rehabilitation work includes health and safety repairs throughout the home as well as energy efficiency related repairs. To qualify for rehabilitation work, each client must meet low-moderate income requirements, must own their home, must be current with all mortgage, insurance and property tax payments and must live within the city limits. The program allows the City to spend up to \$50,000 on each client's home and requires the City to file a lien on properties when the cost of repairs exceeds \$15,000.

The next project funded under our current CDBG contract is Project A of the water & sewer line improvements. Project A is a sewer line replacement on Park Street, West of S. Second Street. This project was designed by city engineering staff and was bid competitively in October and was awarded to Lewis Equipment & contracting. Staff expects this project to be complete by March 2012.

Project B of the water and sewer improvements is a water line replacement on streets South of Topeka and North of Buchanon, just West of Kingman's Southside Park. This project is also being designed by city Engineering staff and is expected to be completed by October, 2012.

The third project funded by CDBG is a fire suppression system installed at the Boys and Girls Club facility in downtown Kingman. This project was advertised for bid in September, 2011 at which time we received one bid which exceeded our CDBG budget by nearly \$30,000. With only one proposal submitted, staff decided to re-bid this project to try solicit more effective proposals. Provided we receive a more responsible bid, we can expect this project to be completed by October, 2012.

Starting in January 2012, the city began soliciting potential projects for our 2012-13 CDBG funding cycle. The City expects to receive approximately \$500,000 in CDBG funds again this year and will develop possible projects to include in our application which will be submitted in May

Should you have any questions about any of the City's CDBG programs or projects, or wish to tour any of our completed projects, please don't hesitate to stop by or call our office at (928) 753-8130.



Memorable Comment Made at a Planning & Zoning

Commission Meeting:

" I'm not here to make Money.

I'm here to help the Community! "